



“Honoring California’s Veterans”

Located in the heart of scenic Napa Valley, the Veterans Home of California, Yountville is a community of and for veterans. Some 1,100 veterans (both men and women) live at the home. Founded in 1884, the Veterans Home of California, Yountville is the largest veterans' home in the United States. It provides residential accommodations and a wealth of recreational, social, and therapeutic activities for independent living.

**Supervising Clinical Laboratory Technologist
Permanent, Full-Time
\$4,622.00 - \$5,856.00 Monthly
Final File Date: Until Filled**

**LOCATION:
Veterans Home of California, Yountville
110 California Drive, Yountville, CA 94599-1414**

****Position subject to freeze exemption approval.****

Who Should Apply:

Current State employees in this classification or those who are eligible on a certification list, transfers or reinstatement may apply for this vacancy.

NOTE: APPOINTMENT IS SUBJECT TO SROA/SURPLUS PROVISIONS. PLEASE ATTACH YOUR SROA/SURPLUS LETTER TO YOUR APPLICATION AND INDICATE THAT YOU ARE ON SROA STATUS/SURPLUS STATUS IN THE “APPLYING FOR” SECTION OF THE STD 678 EXAMINATION/EMPLOYMENT APPLICATION. APPLICATIONS WHICH INDICATE SROA/SURPLUS STATUS WILL BE GIVEN FIRST PRIORITY.

THE SALARY LISTED FOR THIS CLASSIFICATION WILL BE ADJUSTED ACCORDINGLY TO COMPLY WITH THE PROVISIONS OF THE FURLOUGH PROGRAM.

If you are not a current State employee or otherwise eligible, you may qualify for a civil service examination based on the minimum qualifications for the classification. To view a current listing of examinations being offered by the California Department of Veterans Affairs, please visit our website at <http://www.cdva.ca.gov>, or to view examinations offered by all State departments, please visit the State Personnel Board's website at <http://www.jobs.ca.gov>.

HONORABLY DISCHARGED VETERANS WHO FALL UNDER EITHER CATEGORY AND MEET THE REQUIREMENTS STATED ON THE JOB AND/OR EXAMINATION ANNOUNCEMENT ARE ENCOURAGED TO APPLY.

Duties and Responsibilities:

Under the general supervision of the Director of Clinical Laboratory/Chief Medical Officer, directs and supervises the day-to-day operations of the clinical laboratory. The predominate duties include, but are not limited to, the following:

- Directs and supervises the Clinical Laboratory Technologists and Pathology Assistants in the day-to-day operations of the clinical laboratory and assists when necessary in bench/laboratory testing work, phlebotomy, specimen processing (for off-site testing) and instrument maintenance.

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

**CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS
Supervising Clinical Laboratory Technologist, Permanent, Full-Time
\$4,622.00 - \$5,856.00 Monthly
573-390-7922-929
RELEASED: 11/10/10**

- Coordinates any and all Laboratory Services that cannot be performed on-site with off-site providers.
- Orders reagents and laboratory supplies and equipment. Keeps inventory and monitors preventative maintenance of all equipment. Maintains equipment and software lab dictionaries.
- Reviews scheduling of staff.
- Instructs Lab staff in laboratory principles and practices.
- Evaluates the laboratory in general (environment, equipment and maintenance) and ensures the staff maintains proficiency and licensure.
- Reviews lab procedures and develops and implements necessary changes. Evaluates lab workers performance and when necessary takes appropriate action with respect to their performance.
- Keeps the staff updated on continuing education and state guidelines regarding regulations and personnel matters.
- Develops and updates quality improvement monitors; coordinates proficiency testing; monitors quality control results; implements safety standards; cleanliness and infection control principles; conducts regular lab meetings and attends interdepartmental meetings as required.

Desirable qualifications:

Strong communication and customer service skills
 Good work ethic
 Experience working with Microsoft Office (Word, Excel and Outlook)

How to Apply:

Visit the State Personnel Board (SPB) website at: <http://www.jobs.ca.gov>, to download the application. Submit your completed State Application (Std. 678), and resume to: **Veterans Home of California, Yountville – 110 California Drive, Yountville, CA 94599-1414, Attn: Human Resources.** All State applications must be postmarked no later than the final filing date.

Note: On Line #12 of the State application, you must clearly indicate the basis of your eligibility, i.e., list, transfer, SROA, Surplus, Re-employment, Reinstatement, or **Training and Development Assignment**. Failure to do so could result in being rejected from the interview process. Also, you must reference position #573-390-7922-929.

Questions:

If you have any questions or request information concerning this posting, or need assistance in the application process, please contact **Human Resources at (707) 944-4550 TDD: (707) 944-4560 CA RELAY SERVICE: (800) 735-2929**

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. APPLICATION S WILL BE SUBJECT TO SCREENING AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED.

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